



JOINT FORCE HEADQUARTERS
DISTRICT OF COLUMBIA NATIONAL GUARD
2001 EAST CAPITOL STREET
WASHINGTON, DC 20003-1719

DCNG-CG

1 Feb 2006

MEMORANDUM FOR All Commanders, Managers and Supervisors, District of Columbia
National Guard

SUBJECT: Workplace Violence Policy

1. The policy of the District of Columbia National Guard (DCNG) is to promote a safe environment for its employees and customers. The agency is committed to working with its employees to maintain a work environment free from violence, threats of violence, harassment, intimidation and other deceptive behavior. While this kind of conduct is not pervasive within the District of Columbia Army and Air National Guard, no agency is immune.
2. Violence, threats, harassment, intimidation and other deceptive behavior in our organization will not be tolerated. All reports of incidents will be taken seriously and will be dealt with appropriately. Such behavior includes oral or written statements as well as gestures or expressions that communicate a direct or indirect threat of physical harm. Individuals who commit such acts may be removed from the premises. They may also find themselves subject to disciplinary action, criminal penalties, or both.
3. Do not ignore violence; threats, harassment, intimidation or other deceptive behaviors. If you observe or experience such behavior by anyone on agency premises, whether an agency employee or not, or have been told that another person has witnessed or received threats or acts of violence, report it immediately to a supervisor or manager. Supervisors or managers who receive such reports should seek advice from the State Equal Employment Manager, SMSgt D. Christopher Martin at (202) 685-9768 or the Human Resources Office at (202) 685-9761 regarding investigating the incident and initiating appropriate action. Threats or assaults requiring immediate attention by security or police should be reported first to the installation Security Office at (202) 685-9841 or to the Police at 911. Violations of this policy will be handled IAW the Technician Personnel Regulation (TPR 752), military regulations, Uniform Code of Military Justice (UCMJ), or Federal or State laws, as applicable.
6. This letter supersedes all previous memorandums on the same subject. This memorandum will be posted on all unit/organizational bulletin boards.

E-Signed by MG David Wherley
VERIFY authenticity with ApproveIt

David F. Wherley Jr.
Major General, DCNG
Commanding General

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